

TRUSTEES OF THE PUBLIC LIBRARY OF THE CITY OF BOSTON

Meeting of the Corporation and Administrative Agency

Tuesday, January 10, 2012, 3:00 p.m.

Hyde Park Branch of the Boston Public Library

35 Harvard Avenue, Hyde Park, MA 02136

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AGENDA

- I. Chairman's Report, Jeffrey B. Rudman
 - A. Welcome Trustee Dennis Lehané
 - B. Introduction of Ms. Mary Margaret Pitts, Branch Librarian, Hyde Park Branch
 - C. Review and Approval of Minutes, November 15, 2011 Trustees Meeting (Attachment 1)
 - D. Congratulations to the Friends of the North End Branch Library for the 2011 Uncle Fred Carangelo Organization Award
- II. President's Report, Amy E. Ryan
 - A. Introduction of Ms. Jessi Snow, Youth Services Coordinator
 - B. Highlights of BPL/Harvard Partnership in Honor of their 375th Anniversary
 - C. Plans for Children's Area, Central Library, Copley Square
 - D. Update on Washington Village Branch Service Transition
Ms. Christine Schonhart, Director of Branch Libraries
 - E. Acceptance of a Bequest from the Estate of Ms. Carolyn J. Harrigan of Approximately \$19,000
VOTED: that, the President, or designee, be authorized to expend funds from the Estate of Ms. Carolyn J. Harrigan to be used for capital improvements at the Jamaica Plain Branch
 - F. FY13: Preliminary Operating Costs and Revenue Assumption
Mr. Sean Nelson, Chief Financial Officer
Ms. Meredith Weenick, City of Boston, Chief Financial Officer
 - G. Upcoming Compass Roundtables: Sustainable Organization
Mr. Sean Nelson, Chief Financial Officer
Tuesday, January 24, 2012, 6:00 p.m., Central Library, Copley Square
Thursday January 26, 2012, 6:00 p.m., Jamaica Plain Branch Library

III. Finance and Audit Committee, Chairman Evelyn Arana-Ortiz
Mr. Sean Nelson, Chief Financial Officer

A. Presentation and Discussion on the Proposed The Catered Affair
Contract Amendment

- i. The language of the amendment related to real estate taxes specifically states: "Beginning on January 1, 2012, TCA shall be fully responsible for the payment of all municipal real estate taxes as regularly assessed to it by the City of Boston in connection with the operation of its business located within the BPL. BPL shall have no liability or responsibility for the payment of such taxes assessed to TCA."
- ii. The language of the amendment related to alcohol commissions specifically states: "BPL will not receive any commission payments or other compensation related to the sale of alcoholic beverages." The commission table will be changed to both eliminate the commission on alcohol and also reflect an increase of 3% for the sale of food. This change is revenue neutral to the BPL.

VOTED: that, the Trustees of the Public Library of the City of Boston approve an amendment to The Catered Affair contract

B. Presentation and Discussion on the Proposed Draft BPL Investment Policy
Amendment

A Draft Policy will be presented at the Board of Trustees Meeting following action by the Trustees Finance and Audit Committee at their January 5, 2012 meeting.

VOTED: that, the Trustees of the Public Library of the City of Boston adopt the revised Boston Public Library Investment Policy

C. Presentation and Discussion on the Proposed Relocation of the
Norwood Storage Facility Library Materials to the City of Boston Archive Center
(COBAC)

VOTED: that, there be entered into with William B. Meyer, 255 Long Beach Blvd., Stratford, CT 06615, the sole responsive and responsible bidder, a contract for Providing Sorting, Packing, Mold Fumigation, Moving, Unpacking, Shelf Movement/Assembly, Shelving, and Recording Services for the relocation of the BPL Norwood Storage Facility Library Materials to the City of Boston Archival Center, for the period January 15, 2012 through June 30, 2013 at a total cost not to exceed one million, nine hundred fifty one thousand, three hundred twenty four dollars and twenty cents (\$1,951,324.20). The Boston Public Library Evaluation Committee performed an evaluation of the proposal presented by one vendor as described in the Request for Proposals (RFP), and through this process determined the proposal presented by William B. Meyer represented an appropriate value for the Boston Public Library"

- IV. New Business, Chairman Jeffrey B. Rudman
- V. Public Comment, Chairman Jeffrey B. Rudman
- VI. Adjournment, Chairman Jeffrey B. Rudman

Upcoming Trustee Meetings

Tuesday, March 13, 2012, 8:30 a.m., Central Library, Copley Square

Tuesday, May 8, 2012, 8:30 a.m., Annual Meeting, Central Library, Copley Square

Trustees of the Public Library of the City of Boston
Jeffrey B. Rudman, Chairman; Evelyn Arana-Ortiz, Vice Chairman
Zamawa Arenas, Donna M. DePrisco, Carol Fulp,
Paul A. La Camera, Dennis Lehane, Byron Rushing

President, Amy E. Ryan
Clerk of the Board, Nancy Grilk